

OPTIONAL INFORMATION	
Name of School:	Date of Inspection:
Vocational Program/Course/Room:	Signature of Inspector:

FOOD PREPARATION AND SERVICE - PART 2

SELF INSPECTION CHECKLIST

Guidelines: This checklist covers most of the regulations issued by New Jersey Department of Health under N.J.A.C. 8:24. It applies to school cafeterias and, in general, any area or operation that prepares or serves food to the public with or without charge. Although not legally applicable to general classroom activities, this checklist will be helpful in reviewing general food safety practices. Definitions of underlined terms are provided at the end of the checklist to help you understand some of the questions.

Food Preparation		<u>Please Circle</u>			
1.	Have all equipment and surfaces been washed and sanitized after contact with raw meat, poultry and unpasteurized liquid eggs and fish? [N.J.A.C. 8:24-3.3]	Y	N	N/A	DK
2.	Have hands been carefully washed after contact with any raw meat, poultry and unpasteurized liquid eggs and fish? [N.J.A.C. 8:24-3.3]	Y	N	N/A	DK
3.	Has proper equipment been provided to minimize direct manual contact of food? [N.J.A.C. 8:24-3.3]	Y	N	N/A	DK

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| 4. | Have all raw fruits and raw vegetables been thoroughly washed before mixing with other ingredients? Raw fruits and vegetables come in contact with soil which may have contained bacteria, spores or been chemically treated. [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 5. | Except for poultry, stuffing with meat, pork and rare whole roast beef, is potentially hazardous food cooked to heat all parts of the food to a temperature of at least 140 degrees Fahrenheit? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| Note: Eggs prepared for individual service for immediate consumption may be served raw or cooked to a product temperature of less than 140 degrees Fahrenheit. | | |
| 6. | When cooking poultry, is stuffing prohibited when the weight of the raw poultry exceeds two pounds prior to cooking? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 7. | When cooking poultry and stuffing with meat, have all the parts of the food reached at least 165 degrees Fahrenheit with <u>NO</u> interruption of initial cooking process? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 8. | When cooking pork, have all the parts of the food been heated to at least 150 degrees Fahrenheit in a conventional oven or to at least 170 degrees Fahrenheit in a microwave oven? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 9. | Has the internal temperature been taken of the rare whole roast beef with a sanitized stem-type thermometer to determine if it has reached 130 degrees Fahrenheit or above? [N.J.A.C. 8:24-3.3] | Y N N/A DK |

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| 10. | If food is reheated, has it been done rapidly and within two hours to 165 degrees Fahrenheit or higher throughout before being served? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 11. | Are steam tables, bainmaries, warmers, and similar hot food holding facilities prohibited for the rapid reheating of potentially hazardous foods? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 12. | Are all utensils, equipment and surfaces thoroughly cleaned and sanitized prior to use? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 13. | Are custards, cream fillings and similar products kept at or below 45 or above 140 degrees Fahrenheit, except during necessary periods of preparation and service? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 14. | Are custards, cream fillings and similar products rapidly cooled to 45 degrees Fahrenheit or below promptly after preparation? [N.J.A.C. 8:24-3.3] | Y N N/A DK |
| 15. | Are food containers stored six inches off of the floor, except for cased food, packaged in waterproof containers, not exposed to moisture and on movable dollies, pallets or skids? [N.J.A.C. 8:24-3.4] | Y N N/A DK |

Food Storage

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| 16. | Have procedures been taken to avoid cross contamination from food that requires no further washing or cooking with food that requires washing or cooking? For example, separate purchased prepared salad from raw fruits or raw meat. [N.J.A.C. 8:24-3.4] | Y N N/A DK |
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17. Is the wet storage of shellfish prohibited? [N.J.A.C. 8:24-3.4] Y N N/A DK

Food Display and Service

18. Is prepared, unwrapped food on display protected by cleanable counters, service line or salad bar protector devices, cabinets, sneeze guards, display cases, containers, or similar type of protective equipment? [N.J.A.C. 8:24-3.5] Y N N/A DK
19. Is food, once served to a customer, not served again? [N.J.A.C. 8:24-3.5] Y N N/A DK
20. Is wrapped food, other than potentially hazardous food, which has been unwrapped or become unwholesome discarded? [N.J.A.C. 8:24-3.5] Y N N/A DK
21. Is potentially hazardous food in temporary buffets, smorgasbords or salad bars held at safe temperatures? [N.J.A.C. 8:24-3.5] Y N N/A DK
22. Is the quantity of food in temporary buffets, smorgasbords or salad bars limited for service to allow a fast turnover? [N.J.A.C. 8:24-3.5] Y N N/A DK
23. Are fresh supplies of food to temporary buffets, smorgasbords or salad bars provided to ensure proper food rotation? [N.J.A.C. 8:24-3.5] Y N N/A DK
24. Are unwrapped bulk foods in self-service containers easily cleanable, covered, 18 inches or less in depth and at least 30 inches off the floor? [N.J.A.C. 8:24-3.5] Y N N/A DK

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| 25. | Are tongs, forks, spoons and other proper utensils provided for service to ensure minimum contact with food by customers and employees? [N.J.A.C. 8:24-3.5] | Y N N/A DK |
| 26. | Does each container of <u>potentially hazardous food</u> have its own dispensing utensil? [N.J.A.C. 8:24-3.5] | Y N N/A DK |
| 27. | Is <u>potentially hazardous food</u> displayed in such a way as to prevent cross contamination between raw and ready-to-eat products? [N.J.A.C. 8:24-3.5] | Y N N/A DK |
| 28. | If food dispensing is interrupted, are service utensils stored in the food with the dispensing utensil handle extended out of the food; or stored clean and dry; or stored in running water? [N.J.A.C. 8:24-3.5] | Y N N/A DK |
| 29. | Are sugar, condiments, seasonings and dressings provided only in <u>sanitary dispensers</u> or in individual single service packages? [N.J.A.C. 8:24-3.5] | Y N N/A DK |

Food Transportation

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| 30. | Is all <u>potentially hazardous food</u> maintained at or below 45 degrees Fahrenheit OR at or above 140 degrees Fahrenheit during transport, except if food is to be consumed within one-half hour of plating? [N.J.A.C. 8:24-3.6] | Y N N/A DK |
| 31. | Is all frozen food kept at a temperature as to remain frozen during transportation? [N.J.A.C. 8:24-3.6] | Y N N/A DK |

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| 32. | Is all food transported in covered containers or completely wrapped, except for hanging meats and raw agricultural products which will be prepared for consumption later? [N.J.A.C. 8:24-3.6] | Y N N/A DK |
| 33. | Is the transportation vehicle clean, free of vermin and in good repair? For example, no holes in floor that may allow exterior contaminants e.g. mud to enter vehicle. [N.J.A.C. 8:24-3.6] | Y N N/A DK |

Poisonous and Toxic Materials

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| 34. | Is the storage of poisonous and toxic materials in food areas limited to only those materials used to maintain sanitary conditions? [N.J.A.C. 8:24-3.7] | Y N N/A DK |
| 35. | Are poisonous and toxic materials (e.g. pesticide) stored in a specifically identified and designated separate area (such as a cabinet) and away from food? [N.J.A.C. 8:24-3.7] | Y N N/A DK |
| 36. | Are poisonous polishing materials prohibited? [N.J.A.C. 8:24-3.7] | Y N N/A DK |
| 37. | Are containers of poisonous and toxic materials prominently and distinctively marked or labeled for easy identification as to contents? [N.J.A.C. 8:24-3.7] | Y N N/A DK |
| 38. | Are bactericides and cleaning compounds used in such a manner as to prevent toxic residue on food contact surfaces? [N.J.A.C. 8:24-3.7] | Y N N/A DK |
| 39. | Are poisonous compounds such as rodenticide, in powdered form, distinctively colored so as not to be mistaken for food or food condiments? [N.J.A.C. 8:24-3.7] | Y N N/A DK |

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40. Are insecticides or rodenticides only applied by New Jersey Department of Environmental Protection and Energy certified applicators and in full compliance with the manufacturer's labeling? [N.J.A.C. 8:24-3.7] Y N N/A DK

Note: Often a vermin problem is incorrectly treated by the owner or another person. It is prohibited by law for a non certified person to treat for vermin infestation within a food preparation or service area.

Definitions:

Rinse - Clear water that fulfills heat requirements as specified in various subchapters of N.J.A.C. 8:24

Sanitary dispenser - a container that when used with condiments does not contaminate remaining product when condiment is dispensed

Stem-type, product Thermometer - A thermometer with a dial which reveals temperature by one or two degrees. The shaft on the thermometer can enter the product to ascertain temperature.

Potentially hazardous food means any food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacea, or other ingredients, including synthetic ingredients, in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms. The term does not include clean, whole, uncracked, odor-free shell eggs or foods which have a pH level of 4.6 or below or a water activity (a_w) value of 0.85 or less.

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